

CALIFORNIA ENERGY COMMISSION

1516 NINTH STREET
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**Guidelines for Residential HERS Compliance Documentation Registered on or After October 1, 2010 – HVAC Alterations**

Starting October 1, 2010, all required energy compliance forms for residential HVAC alterations shall be registered with an approved HERS provider when HERS field verification and/or testing is required. This will include the CF-1R-ALT-HVAC form (or CF-1R-ALT form), all required CF-6R-MECH-HERS forms, and all required CF-4R forms. To help simplify verification that all of these forms are registered when required, please follow these guidelines:

- The CF-1R-ALT-HVAC form (or CF-1R-ALT form) shall be completed by hand, signed, and submitted along with the building permit application by the individual applying for the permit. This form will not be registered at the time of permit application.
- For the final inspection, the building inspector shall verify that the following energy compliance forms are completed and signed by the installing contractor (or homeowner if the homeowner installed the HVAC equipment and/or ducting), and that the forms are registered by an approved HERS provider:
 - CF-1R-ALT-HVAC form (or CF-1R-ALT form)
 - ALL required CF-6R-MECH-HERS forms
 - ALL required CF-4R forms

NOTE: The CF-1R-ALT-HVAC form identifies which CF-6R-MECH-HERS forms and CF-4R forms are required depending on climate zone and the type of HVAC alteration.

- After the final inspection, the installing contractor shall provide a copy of the registered energy compliance forms to the homeowner.

HERS Providers currently approved for alterations:

CalCERTS – www.calcerts.com

CBPCA – <http://theebpca.org>

For more information regarding residential HVAC alterations, required energy compliance forms, or the registration of forms, please visit the newly developed 2008 Energy Standards Online Learning Center at www.energyvideos.com, or contact the Energy Standards Hotline at (800) 772-3300.